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**Office Memorandum • UNITED STATES GOVERNMENT**

TO : Director of Training  
Through : C/OS/TR  
FROM : CC/OS/TR

DATE: 23 April 1959

SUBJECT: Weekly Activities Report #16  
15 April - 21 April 1959

SIGNIFICANT ITEMS

a. Covert Training Capability During the Period 1 May  
Through 30 September 1959

In view of the current and foreseeable personnel situation in Covert Training during the next several months I prepared a memorandum and data indicating our capability and existing workload. The data in question was submitted to [REDACTED] A copy is attached for your information. I believe it is self-explanatory.

b. Personnel Requirements for Covert Training

A memorandum which details personnel requirements of Covert Training was prepared and transmitted to [REDACTED] Its purpose is to bring these requirements to the attention of respective Clandestine Services career panels. A copy is attached. The memorandum takes into consideration the latest information on proposed personnel assignments available to me. I was not aware of the proposed [REDACTED] assignment at the time of its preparation. It is hoped that these data are of particular aid in the assignment of candidates from EE which has been under discussion for some time.

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d. [REDACTED] will be assigned to [REDACTED] effective 1 June. She will double in brass, providing necessary stenographic aid and administrative support to the Base while also assuming responsibility for reports instruction. Her transfer to [REDACTED] will reduce the staff by one. It will also, together with the proposed assignment of [REDACTED] meet the current personnel replacement needs of [REDACTED]

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Attachments

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